

RFP Orientation Session- Questions and Answers

Q1- What are the minimum insurance requirements and bonding requirements for work on community structures?

A1- Bonding and insurance should cover the cost of work being performed on individual shelters.

Q2- Will we be required to do comprehensive lead testing on the buildings we enter?

A2- Depends on the amount of funding, but regular lead based paint rules do apply.

Q3- Will building permits need to be obtained for structural work? Who is responsible for obtaining building permits?

A3- Whether permits will be required will depend on the work being done and the local building requirements. The awarded contractor and/or subcontractors will be responsible for following local requirements.

Q4- Are we auditing for ADA compliance?

A4- Auditors will not explicitly inspect for ADA compliance; however, certain elements of the inspection process will look for ADA compliance.

Q5- Must auditors have error and omission insurance?

A5- Although advisable there are no requirement for errors and omissions insurance.

Q6- What is the scope of the rehabilitation we are undertaking with this project?

A6- The scope of rehabilitation will be limited to health and safety improvements. Any issue that would be cited by a health official or that poses an imminent threat to the occupants of the shelter will constitute health and safety issues for improvement. This could include a new roof, mold/moisture remediation, etc.

Q7- What is the expectation of the auditor to draw up detailed plans/instructions for the contractor(s) to complete?

A7- The awarded Auditor will write work orders specific enough for the contractor to know what needs to be completed. The work order will go through the program manager, who will ensure that the work order includes adequate details that the contractor can follow. The awarded Contractor will be responsible if schematics are needed to meet code compliance or to obtain the proper building permit. Implementation of schematics pending approval from IHCD will be shared with the Auditor so the Auditor knows what to expect upon inspection.

Q8- Since CDBG funding will be used, must the awarded contractor competitively bid out each structural improvement job? Does there need to be only one round of competitive bidding—that is, after a sub-contractor is secured through the bid process, can that one contractor be used on all subsequent work? Does IHCD's RFP process count as competitive bidding, including sub-contractors?

A8- If utilizing subcontractors, it is strongly advisable that work be bid out separately for each shelter.

Q9- How are Responses to be evaluated?

A9- Responses will be evaluated on cost, capacity, and efficiency. There will be no points system used when reviewing Responses.

Q10- Is there a minimum/target/goal MWBE participation?

A10- The goal is 10%.

Q11- What will the billing process look like for Awardees?

A11- All grants will operate on a reimbursement basis; specific deliverables (per building, per audit, per measure, etc) and timelines for payment will be negotiated with the Awardee.

Q12- What is the CDBG fund period? Are there any restrictions (ex. No new work can be started within 90 days of the end of the funding period)?

A12- CDBG fund period is set at 18 months. All contracts must be signed/executed at least 90 days prior to the award expiration date.

Q13- What training is required for structural auditing? Does CDBG require specific training for building auditors?

A13- The person(s) performing the audit should be a licensed home inspector. No, CDBG does not require specific training for building auditors.

Q14- Will Awardees receive two different awards—one for CDBG and one for weatherization? Will IHCD administer each funding source for the Awardees?

A14- The Awardees will receive two different funding awards. These two awards will be administered by IHCD.

Q15- Do Davis-Bacon wages apply under CDBG funds?

A15- Yes. All shelters will fall within the definition of a public facility; thus, Davis Bacon is automatically applicable. Davis-Bacon wages do not apply to auditors. Contractors and sub-contractors must submit weekly certified payrolls to IHCD's existing labor standards monitor. To find applicable Davis-Bacon wages, see:

<http://www.dol.gov/whd/recovery/dbsurvey/weatherIN.htm>